

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600



E-Mail BrownCountyCountyBoard@co.brown.wi.us

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

THE WEEK OF AUGUST 13 – 17, 2012

MONDAY, AUGUST 13, 2012

- | | | |
|-------------|--|--|
| *10:00 a.m. | Planning Commission Bd. of Directors-Transportation Subcommittee | Metro Trans. Center
901 University Avenue
Rm 391, Northern Bldg.
305 E. Walnut Street
Third Floor Board Room
210 Museum Place
Rm 201, Northern Bldg.
305 E. Walnut Street |
| *4:30 p.m. | Board of Adjustment | |
| *4:30 p.m. | Neville Public Museum Governing Board | |
| *5:00 p.m. | Veterans Recognition Subcommittee | |

TUESDAY, AUGUST 14, 2012

- | | | |
|-------------|-------------------------|---------------------------------|
| *12:00 p.m. | NFLS Board of Directors | NFLS Offices
515 Pine Street |
|-------------|-------------------------|---------------------------------|

WEDNESDAY, AUGUST 15, 2012

- | | | |
|------------|--|--|
| *4:45 p.m. | Education and Recreation Committee – Tour of Fairgrounds | Brown Cty Fairgrounds
1500 Ft. Howard Ave.
Legislative Room 203
100 N. Jefferson Street |
| *7:00 p.m. | BROWN COUNTY BOARD OF SUPERVISORS | |

THURSDAY, AUGUST 16, 2012

- | | | |
|------------|----------------------|---|
| *5:15 p.m. | Human Services Board | Bd Rm A, Sophie Beaumont
111 N. Jefferson Street
Central Library
515 Pine Street |
| *6:00 p.m. | Library Board | |

FRIDAY, AUGUST 17, 2012

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

AGENDA
BROWN COUNTY PLANNING COMMISSION BOARD OF DIRECTORS
TRANSPORTATION SUBCOMMITTEE
Monday, August 13, 2012
Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin
10:00 a.m.

ROLL CALL:

(Voting)

Jeff Agee-Aguayo	_____	Ed Kazik	_____
Bill Balke (Vice-Chair)	_____	Tom Klimek	_____
Craig Berndt	_____	Randy Loberger	_____
Steve Birr	_____	Tom Miller	_____
Geoff Farr	_____	Rebecca Nyberg	_____
Mike Finn	_____	Eric Rakers	_____
Paul Fontecchio	_____	Derek Weyer	_____
Steve Grenier	_____	Tom Wittig	_____

(Non-voting)

Alexis Kuklenski (FHWA – Madison)	_____
Urvashi Martin (WisDOT – Madison)	_____
Chris Bertch (FTA Region 5)	_____

ORDER OF BUSINESS:

1. Approval of the August 29, 2011, Transportation Subcommittee meeting minutes.
2. Election of a Subcommittee Chair and Vice-Chair.
3. Recommendation to the BCPC Board of Directors regarding the 2013 Transportation Planning Work Program.
4. Recommendation to the BCPC Board of Directors regarding the 2013-2017 Transportation Improvement Program for the Green Bay Urbanized Area **(sent via email on July 20, 2012)**.
5. Presentation about the Green Bay Urbanized Area's recent designation as a Transportation Management Area (TMA).
6. Any other matters.
7. Adjourn.

ANYONE WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY HUMAN RESOURCES OFFICE AT 448-4065 TWO DAYS BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

PUBLIC NOTICE

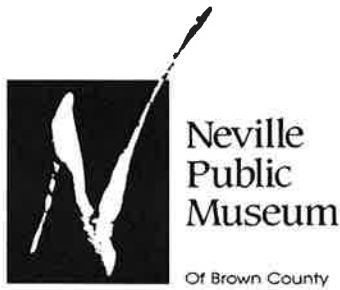
Notice is hereby given that a public hearing will be held before the Board of Adjustment created under and by virtue of the Brown County Shorelands and Wetlands Ordinance, Private Sewage System Ordinance and the Floodplains Ordinance in Room 391, 3rd floor of the Northern Building, 305 E. Walnut St., Green Bay, on Monday the 13th day of August, 2012 at 4:30 p.m. on an appeal taken by Dale Liebergen denying his request to construct a residence 45 feet from the ordinary high-water mark of a tributary to Plum Creek. This property is located in the SW¼, SW¼, S10, T21N, R19E in the Town of Wrightstown on N.E.W. Road, Parcel # W-42.

An appeal taken by Longhorn Investments LLC denying the request for filling, grading and excavating greater than 20,000 square feet within 100 feet of the Fox River. This property is located in S 33, T23N, R20E in the Town of Ledgeview on Fox River Drive, Parcel D-25.

Any person wishing to attend who because of disability requires special accommodation should contact the Brown County Zoning Office at (920) 448-6480 by 4:30 p.m. on August 10, 2012, so that arrangements can be made.

Dated this 29th day of July and 5th day of August, 2012.

Brown County Board of Adjustment
Allan Duchateau
Bill Ullmer
Richard Huxford
Vacant-Alternate



NEVILLE PUBLIC MUSEUM GOVERNING BOARD

AGENDA

August 13, 2012

4:30 p.m.

Neville Public Museum
Third Floor Board Room

- I. Call meeting to order
- II. Approve/modify agenda
- III. Welcome to new appointees
- IV. Director's Report/Board Discussion
 - a. Update on FY 2012 budget adjustments and FY 2013 budget preparation (Brown County and Neville Public Museum Foundation)
 - b. Update and discussion of upcoming museum governance analysis, including 1) a presentation of a case study from the Oakland Museum of California (OMCA) and 2) consideration of proposed Governance Review Working Group's composition and structure
 - c. Designation of a representative(s) of the current Governing Board to serve on the aforementioned working group.
- V. Such other matters as are authorized by law
- VI. Adjournment

Kevin Kuehn, Chair

Please contact Rolf Johnson at 448-7843 if you cannot attend this meeting

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
PHONE (920) 448-4015 FAX (920) 448-6221

VETERANS SUBCOMMITTEE

Bernie Erickson, Chair
Sherry Steenbock, Vice Chair
Donald Bettine, Rosemary Desisles,
James Haskins, John Maino,
Troy Ness, Delores Pierce, Duane Pierce,
John Walschinski, Joe Witkowski

**Running Total of Veterans' Certificates: 1264

VETERANS' RECOGNITION SUBCOMMITTEE

MONDAY, AUGUST 13, 2012

5:00 p.m.

**Room 201, Northern Building
305 E. Walnut Street**

**PLEASE NOTE: MEETING WILL BE HELD ON
MONDAY INSTEAD OF TUESDAY**

1. Call Meeting to Order – Chairman Bernie Erickson.
2. Invocation by Jim Haskins.
3. Approve/Modify Agenda.
4. Approve/Modify Minutes of July 17, 2012.
5. OK to pay bills.
6. Discussion regarding Military Appreciation Day at Brown County Fair.
7. Report from CVSO Jerry Polus re: company store and current inventory.
8. Report from Committee Members Present (Bettine, Desisles, Haskins, Maino, Ness, Pierce, Steenbock, Walschinski & Witkowski).
9. Such other Matters as Authorized by Law.
10. Adjourn.

Bernie Erickson, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.84 of the Wisconsin Statutes, Notice is hereby given to the public that a meeting of the NFLS Board of Directors will be held **Tuesday, August 14, 2012 at 12:00 p.m.**, at the **NFLS offices**, 515 Pine Street, Green Bay, WI 54301. (920) 448-4410.

AGENDA

1. Welcome and Introductions.
2. Lunch.
3. Agenda Revisions.
4. Open Forum.
5. June 12, 2012 minutes.
6. Reports:
 - 6.1 President – Denise Bellmore.
 - 6.2 Treasurer - Marsha Hoeffs.
 - 6.3 Personnel Committee – Miriam Erickson.
 - 6.4 Director – Mark Merrifield.
 - a) Continuing Education Report by Jamie Matczak.
7. OWLSnet Report – Gerri Moeller.
8. ACT 420 Library Service Charges.
9. Approve 2013 LSTA Grant Application.
10. Updated Special Needs Plan.
11. New Business.
 - a) Updating NFLS Bylaws.
12. Adjourn.

Notice is hereby given that action by the board may be taken on any of the items that are described or listed in this agenda.
Please call 920 448-4410 if you cannot attend this meeting.

Any person wishing to attend who requires special accommodation because of disability should contact NFLS at 920 448-4410 at least two days prior to the meeting so that arrangements can be made.

Attachments:
Minutes: 6/12/12
Rev. & Exp.: May and June

Director's Report
Special Needs Plan

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

EDUCATION & RECREATION COMMITTEE

Patrick Wetzel, Chair

John Vander Leest, Vice-Chair

Erik Hoyer, John Van Dyck, Patrick Williams

EDUCATION & RECREATION COMMITTEE

Wednesday, August 15, 2012

4:45 p.m.

TOUR of Brown County Fairgrounds

1500 Fort Howard Avenue, De Pere

**** PLEASE NOTE ****

This Meeting is Informational Only. No Action will be taken.

Brown County Supervisors: If you plan on attending, please call the County Board Office by Monday to get a ticket to get into the fairgrounds.

Patrick Wetzel, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4013 FAX (920) 448-6221

E-mail BrownCountyCountyBoard@co.brown.wi.us.

PATRICK W. MOYNIHAN JR., CHAIR

THOMAS J. LUND, VICE CHAIR

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.85 and 59.094, Wis. Stats., notice is hereby given to the public that the regular meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** will be held on **Wednesday, August 15, 2012 at 7:00 p.m.**, in the Legislative Room 203, 100 North Jefferson St., Green Bay, Wisconsin.

The following matters will be considered:

Call to order.

Invocation.

Pledge of Allegiance to the Flag.

Opening Roll Call.

**** PRESENTATION ****

Review of the Prescription Drug Diversion Officer's Activities/ Update from the Brown County Drug Task Force

1. **Adoption of Agenda.**
2. **Comments from the Public:**
 - a) Must be limited to items not on the agenda.
 - b) State name and address for the record.
 - c) Comments will be limited to five minutes.
 - d) The Board's role is to listen and not discuss comments nor take action of those comments at this meeting.
3. **Approval of Minutes of July 18, 2012.**
4. **Announcements of Supervisors.**
5. **Communications: (None)**
 - a) Late Communications.
6. **Appointments by County Executive:**
 - a) Appointment of Tom Sieber to the Bay Lakes Planning Commission.
 - b) Appointment of Bryan Hyska to the Harbor Commission.
 - c) Appointment of Erik Hoyer to the Museum Board of Directors.
7. **Reports by:**
 - a) County Executive.
 - b) Board Chairman.
8. **Other Reports:**
 - a) (None)

9. **Standing Committee Reports:**
- a) Report of Administration Committee of July 26, 2012.
 - b) Report of Education & Recreation Committee of August 2, 2012.
 - c) Report of Executive Committee of August 6, 2012.
 - d) Report of Human Services Committee of July 25, 2012.
 - e) Report of Planning, Development & Transportation Committee of July 23, 2012.
 - i) Report of Land Conservation Subcommittee of July 23, 2012.
 - f) Report of Public Safety Committee of August 1, 2012.
10. **Resolutions, Ordinances:**
- Administration Committee and Executive Committee**
- a) Initial Resolution Authorizing the Issuance of Not to Exceed \$3,900,000 2012B General Obligation Airport Refunding Bonds of Brown County, WI. *Admin: To approve; Exec: To approve.*
 - b) Initial Resolution Authorizing the Issuance of Not to Exceed \$3,365,000 2012C General Obligation Refunding Bonds of Brown County, WI. *Admin: To approve; Exec: To approve.*
- Executive Committee**
- c) Resolution Granting Authority to pay Additional Compensation to Brown County Employees. *Motion at Exec: To approve.*
 - d) Resolution Adopting Brown County's 2013 five-Year Capital Improvement Plan. *Motion at Exec: To approve.*
 - e) Resolution Recognizing Library Board Autonomy. *Motion at Exec: To approve.*
- Planning Development & Transportation Committee**
- f) Resolution re: Establishing Port and Solid Waste Department Designated Fund Descriptions. *Motion at PD&T: To approve as amended.*
 - g) Resolution re: Support for the Great Lakes Small Harbor Coalition. *Motion at PD&T: To approve and send to August County Board meeting.*
- Public Safety Committee**
- h) Resolution re: Proposed Ordinance for Brown County, WI Jail Inmate Fees. *Motion at Public Safety: To approve.*
11. **Closed Session:** Pursuant to Wis. Stats. § 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Labor negotiations)
12. **Such other matters as authorized by law.**
13. **Bills over \$5,000 for period ending July 31, 2012.**
14. **Closing Roll Call.**
15. **Adjournment to Wednesday, September 19, 2012 at 7:00 p.m., Legislative Room, 100 N. Jefferson Street, Green Bay, Wisconsin**

Submitted by:



Patrick W. Moynihan, Jr.
Board Chairman

Notice is hereby given that action by the County Board of Supervisors may be taken on any of the items which are described or listed in this agenda. The County Board of Supervisors may go into **Closed Session:** Pursuant to Wis. Stats. § 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

BROWN COUNTY HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-3600



Phone (920) 448-6005 Fax (920) 448-6126

Brian Shoup, Executive Director

MEETING OF THE HUMAN SERVICES BOARD Thursday, August 16, 2012

**SOPHIE BEAUMONT BUILDING, BOARD ROOM A
111 NORTH JEFFERSON, GREEN BAY, WI 54311
5:15 P.M.**

AGENDA

1. Call Meeting to Order.
2. Approve/Modify Agenda.
3. Approve Minutes of July 12, 2012 Human Services Board Meeting.
4. Executive Director's Report.
5. Financial Report for Community Treatment Center and Community Programs.
6. Discussion/Possible Action for Combination of Human Services Board & Committee.
(Requested by Chairman Tom Lund)
7. Review & Approval of Proposed 2013 Budget.
8. *Statistical Reports.
 - a. Monthly Inpatient Data – Community Treatment Center.
 - b. Monthly Inpatient Data – Bellin Psychiatric Center.
 - c. Child Protection – Child/Abuse/Neglect Report.
 - d. Monthly Contract Update.
9. *Approval for New Non-Continuous Vendor.
10. *Request for New Vendor Contract.
11. Other Matters.
12. Adjourn Business Meeting.

**Note: attached as written reports*

Notices:

Notice is hereby given that action by the Human Services Board may be taken on any of the items, which are described or listed in this agenda.

Please take notice that additional members of the Board of Supervisors may attend this meeting of the Human Services Board, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

Any person wishing to attend the Human Services Board meeting who, because of a disability, requires special accommodations, should contact the Human Services Department at (920) 448-6006 by 4:30 p.m. on the day before the meeting so that arrangements can be made.



LIBRARY

515 PINE STREET
GREEN BAY, WISCONSIN 54301-5194

PHONE (920) 448-4400 Ext. 351
FAX (920) 448-4364

LYNN M. STAINBROOK
DIRECTOR

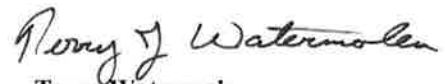
E-MAIL Stainbrook_LM@co.brown.wi.us
WEBSITE www.browncountylibrary.org

BROWN COUNTY LIBRARY BOARD

**Brown County Central Library
515 Pine Street, downtown Green Bay
Thursday, August 16, 2012
6:00 p.m.
AGENDA**

1. Approve/modify agenda
2. Resolution recognizing former Library Board member Paul Kegel
3. Closed session pursuant to Section 19.85 (1)(c) WI Statutes, for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.
 - a. Library Director performance evaluation
4. Return to Open Session
5. Such other matters as are authorized by law
6. Adjournment

Notice is hereby given that action by the committee may be taken on any of the items which are described or listed in this agenda.


Terry Watermolen
President



BROWN COUNTY COMMITTEE MINUTES

- Planning Commission Board of Directors (June 6, 2012)
- Solid Waste Board (June 18, 2012)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

AUGUST 2012



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			Public Safety 5:30 pm	Ed & Rec 5:30 pm		
			1	2	3	4
5	Executive Cmte 5:30 pm	6	7	8	9	10
11						
12	Veterans Recognition Subcommittee 5:00	13	14	Board of Supervisors 7:00 pm <i>Ed & Rec Informational</i>	Facility Master Plan SubCommittee 5:00 pm	17
18					16	18
19		20	21	Human Svc 6:00 pm	Admin 5:00 pm	24
25						
26	Land Con 6:00 pm PD&T 6:30 pm @ Advance	27	28	29		30
						31



SEPTEMBER 2012

						1
2	3	4	Public Safety 5:30 pm	Ed & Rec 5:30 pm	6	7
8						
	Executive Cmte 5:30 pm	10	11	EMS 1:30 pm		13
12					14	15
16		Vets Recognition Subcommittee 5:00 pm	Board of Supervisors 7:00 pm			Autumn begins
17			18	19	20	21
22						
23	Land Con 6 pm Plan Dev & Trans 6:30 pm	24	Crim. Justice Coord. Board 3:30 pm	Human Svc 6:00 pm	Admin 5:00 pm	27
28						29
30						

MINUTES
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, June 6, 2012
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	<u>X</u>	Michael Malcheski	<u>X</u>
James Botz	<u>X</u>	Ken Pabich	<u>X</u>
William Clancy	<u>X</u>	Gary Pahl	<u>X</u>
Norbert Dantine, Jr.	<u>X</u>	Mike Soletski	<u>Abs</u>
Ron DeGrand	<u>Exc</u>	Alan Swatloski	<u>Abs</u>
Bernie Erickson	<u>X</u>	Ray Tauscher	<u>Exc</u>
Steve Grenier	<u>X</u>	Mark Tumpach	<u>Exc</u>
Phil Hilgenberg	<u>X</u>	Jerry Vandersteen	<u>X</u>
Dotty Juengst	<u>X</u>	Tim VandeWettering	<u>X</u>
Tom Katers	<u>Exc</u>	Dave Wiese	<u>Exc</u>
Pat Kolarik	<u>Exc</u>	Reed Woodward	<u>Exc</u>
Jack Lewis	<u>Exc</u>	Vacant (County Board)	<u> </u>

OTHERS PRESENT: Aaron Schuette, Peter Schleinz, and Lori Williams.

N. Dantine called the meeting to order at 6:35 p.m.

1. Approval of the minutes of the April 4, 2012, regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by K. Pabich, seconded by G. Pahl, to approve the minutes as presented. Motion carried unanimously.

2. Introduction of new members to the Brown County Planning Commission Board of Directors: Michael Malcheski, appointed by the Village of Ashwaubenon; and Ray Tauscher, appointed by the Town of Pittsfield and Town of Ledgeview.

N. Dantine introduced and welcomed M. Malcheski to the Brown County Planning Commission Board of Directors. R. Tauscher was excused from the meeting.

3. Recommendation to the Brown County Board of Supervisors regarding Brown County participation as lead county in the Northeastern Wisconsin Community Development Block Grant – Housing Coalition.

A. Schuette explained that the state is changing the way Community Development Block Grant (CDBG) housing funds are distributed from a state administered program to a county coalition administered program. Brown County Planning Commission staff has had several meetings with surrounding counties regarding setting up a regional consortium with Brown County as the lead county. The program would provide \$130,000 in annual administrative funds to cover the administration of the program and \$870,000 in annual housing rehabilitation project funds across the region.

A. Schuette stated that to better capture the funds for administering the program, we would be looking at hiring a person in-house instead of contracting the administration out to a consultant. Although the actual amount would be determined at budget time with the assistance of the Human Resources and Administration departments, it appears that approximately \$40,000 in oversight funds could be retained by Brown County to offset a portion of the Principal Planner and Planning Director salaries. If, at some point, the federal dollars do not cover Brown County's expenses of administering the program, we will cut the program.

B. Erickson asked if the in-house person's salary would come out of the \$130,000 of administrative funds.

A. Schuette replied yes. We are looking at hiring a Planner I to administer the program. Based on a preliminary analysis, it is estimated the cost to administer this program would be \$90,000. This amount includes the salary and fringe benefits for the position along with the annual overhead expenditures and chargebacks (i.e. supplies, travel, and office space).

B. Erickson stated that it seems like every time we hire someone, it costs us \$100,000.

K. Pabich noted that the \$90,000 includes all of the overhead expenses to administer the program.

B. Erickson said that this is not free money; these are federal funds and someone is still paying for it.

A. Schuette noted that this program has been in place for 30 years. Historically, Northeastern Wisconsin has never applied for these funds due to the distribution method that was in place. He noted that this is an opportunity to bring some of these funds to Northeastern Wisconsin.

B. Erickson asked if a Planner I was needed for this position.

A. Schuette replied that we are working with the Human Resources Department right now to make that determination.

B. Erickson said there are financial people that are unemployed that may be interested in this position at a lower salary. Every dollar that is saved on salary also saves on the fringe benefits. B. Erickson asked if this would be a contracted or county position.

A. Schuette replied it would be a county position contingent upon funding.

M. Malcheski stated that a housing specialist is needed for this type of job. He said you cannot bring someone in without a long-term CDBG housing background. It will not be a "learn as you go" job.

B. Erickson asked if the person will be performing the inspections.

A. Schuette said the inspections will be contracted out and these costs will come out of the \$870,000.

A motion was made by W. Clancy, seconded by G. Pahl, to approve and send to the Brown County Board of Supervisors, Brown County participation as lead county in the Northeastern Wisconsin Community Development Block Grant – Housing Coalition. Motion carried unanimously.

4. Summary of Annual Report submitted to the Wisconsin Department of Natural Resources related to Brown County Municipal Storm Water System (MS4) Permit.

P. Schleinz said that all municipalities within the urbanized area and with an MS4 system must prepare and submit to the DNR an annual report to demonstrate we are removing total suspended solids (TSS) from our storm sewers. One of the key components the DNR looks for in the report is that we monitored outfalls to identify there are no illicit discharges and to verify we are achieving 20% TSS removal from our storm water outfalls. Brown County is currently at 39.5% TSS removal.

P. Blindauer noted that we are almost at the 2013 requirement of 40% removal. He asked if there were any areas in the county that we can focus on to reduce the TSS further.

P. Schleinz replied that the last .5% will be very difficult and expensive for us to attain. However, last year the state changed the regulation requirement for 2013. The new requirement is that we must maintain what we have already attained (39.5%); we do not have to attain the last .5% unless there is a practical way to do it. Recently there was a new total maximum daily load that was approved for the Lower Fox-Wolf that may push our requirement up to 40%.

A motion was made by S. Grenier, seconded by G. Pahl, to receive and place on file the summary of Annual Report submitted to the Wisconsin Department of Natural Resources related to Brown County Municipal Storm Water System (MS4) Permit. Motion carried unanimously.

5. Brown County Planning Commission staff updates on work activities during the months of April and May 2012.

A motion was made by B. Erickson, seconded by J. Vandersteen, to receive and place on file the Brown County Planning Commission staff updates on work activities during the months of April and May 2012. Motion carried unanimously.

(A copy of the staff updates on work activities will be attached only to the minutes provided to the County Board office.)

6. Other matters.

A. Schuette said that he contacted the Department of Agriculture, Trade and Consumer Protection today to find out the status of our draft Farmland Preservation Plan. They are currently reviewing it but have experienced some backlogs due to other plans coming in as well as staff vacations.

N. Dantine asked for an update on the Southern Brown County Environmental Impact Statement for a new Fox River crossing and connecting arterial streets.

A. Schuette said that C. Runge had a meeting with WisDOT a couple of weeks ago and is working with WisDOT and FHWA on the format of the document.

7. Adjourn.

A motion was made by G. Pahl, seconded by J. Vandersteen, to adjourn. Motion carried unanimously. The meeting adjourned at 6:55 p.m.

slw

**STAFF REPORT
TO THE
BROWN COUNTY PLANNING COMMISSION
June 6, 2012**

April and May 2012 Staff Activity Reports

The recent major planning activities of Chuck Lamine, Planning Director:

- Attended two meetings to coordinate future activities of the Brown County 25 x 25 Energy Committee.
- Met with Wisconsin Economic Development Corporation (WEDC) staff at the old Mental Health Center to discuss options for the property.
- Field visit of the County Farm property with County staff on May 11.
- Met with City of Green Bay and Advance staff on May 24 regarding the Brown County Farm property.
- Attended the May 30 Green Bay/Brown County Professional Football Stadium District meeting.
- Met with the County Executive and Human Resources staff regarding personnel rules for the Planning and Land Services (PALS) Department for compliance with Chapter 4 of the Brown County Code of Ordinances.
- Attended the Port Symposium on April 2.
- Assisted with loan review on two economic development loans through the Brown County Economic Development Revolving Loan Fund (RLF) program.
- Completed loan closing for MetJet Airlines.
- Completed a review of PALS Department job classifications at the request of the Brown County Human Resources staff.
- Attended and coordinated the April 4 Brown County Planning Commission Board of Directors meeting.
- Attended the Advance Municipal Issues Committee meetings on April 5 and May 3.
- Attended a meeting with representatives of communities in Northeast Wisconsin to discuss pooling the Brown County RLF program with other loan fund programs in Northeast Wisconsin to create a larger regional economic development RLF program.
- Attended the April 5 LEAN Committee meeting.
- Attended the April 17 County Board meeting to address any questions related to PALS Department agenda items.
- Met with County Board Supervisor Tom Siebers to provide information regarding PALS Department activities.
- Attended twice per month Planning division staff meetings.
- Attended PALS Department managers meetings.
- Researched information regarding creating a University Technology Park on the County Farm property.
- Participated in discussions regarding a potential regional CDBG Housing Program through the Wisconsin Department of Administration.
- Attended a Brown County Department Heads meeting to discuss 2013 budget issues.
- Participated in a meeting with the County Executive to discuss economic development strategies.
- Attended the Advance Board meeting on April 25.
- Attended the City of Green Bay TIF Review Board meetings on April 26 and May 10.

- Assisted with recruitment and interviews for summer intern positions.
- Participated in a visioning meeting regarding future activities of the Brown County Energy Oversight Committee.
- Attended the Better by the Bay Board meeting on May 10.
- Attended Village of Hobart TID Review Board meeting on May 22.
- Participated in a Draft Environmental Impact Statement review and comment meeting with County Planning staff and WisDOT Northeast Region staff.
- Met with Brown County Department of Administration regarding the CDBG-Housing program transition on May 11.

The recent major planning activities of Cole Runge, Principal Transportation Planner:

- Prepared additional information for the draft US 41 Interstate Access Justification Report (IAJR). The additional information was requested by the Federal Highway Administration (FHWA) in Madison. Also met with Brown County Highway Department staff to discuss developing designs for a new US 41 interchange at Southbridge Road in De Pere.
- Presented a tentative Draft Environmental Impact Statement (DEIS) completion timeline to the Brown County Planning Commission Board of Directors and answered questions.
- Participated in an EIS Lead Agencies meeting with representatives of WisDOT, FHWA, and the BCPC.
- Presented a DEIS and IAJR status report to the Brown County Board's Planning, Development, and Transportation Committee and representatives of Brown County's towns during the annual Brown County Towns Advisory Meeting.
- Met with representatives of Advance's Municipal Issues Transportation Subcommittee to update the members on the status of the DEIS and IAJR and talk about the next steps in these processes.
- Participated in a DEIS review and comment meeting with the County Planning Director and WisDOT Northeast Region staff.
- Reviewed 2010 urban area information from the US Census Bureau. Also worked with the Transportation Planner and Transportation/GIS Planner to develop draft 2010 Urbanized Area (UZA) boundary and 2045 Metropolitan Planning Area (MPA) boundary proposals. After the draft boundary proposals were developed, they were presented to WisDOT Northeast Region staff for an initial review. The draft boundary proposals were then sent to WisDOT's Madison Office for review.
- Participated in a STH 29 Freeway Conversion Advisory Committee meeting at WisDOT's request.
- Developed a draft Congestion Management Process (CMP) for the Green Bay Urbanized Area. Federal law requires CMPs to be developed by MPOs that serve urbanized areas with at least 200,000 people, and the Green Bay Urbanized Area exceeded 200,000 people following the 2010 US Census.
- Participated in a STH 32 Corridor Study meeting at WisDOT's request.
- Met with representatives of the Brown County Highway Department, Ledgeview, and Bellevue to discuss reconstructing CTH GV north of STH 172.
- Participated in a Ledgeview Town Board discussion about a possible Safe Routes to School (SRTS) grant application at the request of town staff.
- Prepared maps for a SRTS grant application that was being prepared by the Village of Allouez. The maps were prepared at the request of Allouez staff.
- Developed the Green Bay Metropolitan Planning Organization's (MPO's) report and reimbursement request to WisDOT for the first quarter of 2012. Also developed a first quarter expense report for the Brown County Department of Administration.

- Reviewed and commented on the draft Green Bay Metro Annual Route Review.
- Prepared information for and participated in a STH 29/CTH EA study meeting with representatives of WisDOT, Ledgeview, Bellevue, and Brown County.
- Collected information for a grant application to widen segments of the East River Trail at the request of Allouez staff. Also wrote a letter of support for the trail widening project on behalf of BCPC staff.
- Updated the MPO Long-Range Transportation Plan's Performance Measures section to include the implementation status of each measure for the MPO's mid-year review by WisDOT and FHWA. Also prepared additional information for the review.
- Reviewed and commented on the first full draft of the Model Site Plan Review Ordinance. Also met with BCPC staff to discuss the comments and revise the draft document.
- Prepared answers to questions about MPO-area freight activities at the request of WisDOT.
- Reviewed and commented on the draft Methodologies and Project Coordination reports for WisDOT's US 41 Interstate Conversion EIS.
- Met with Green Bay Metro and the County Transportation Planner to discuss Metro's fare structure and possible route revisions.
- Researched the economic impacts of designating highways as interstates.
- Participated in a quarterly meeting of Wisconsin's MPO directors.

The recent major planning activities of Aaron Schuette, Principal Planner:

- Coordinated with AECOM regarding Phase II testing at the Wery property in Pulaski.
- Met with the WDNR, AECOM, and City of De Pere regarding final testing at the O'Keefe site.
- Prepared and submitted the quarterly report and financial documentation to the U.S. EPA for the brownfield assessment grant.
- Worked with AECOM and the Village of Pulaski to resolve a question from the WDNR on a hazardous waste form.
- Received notice from U.S. EPA that the Brown County application for Hazardous Substance Assessment grant funding was not approved.
- Attended the Port Symposium on April 2.
- Presented draft Eaton Comprehensive Plan Update chapters to the Eaton Planning Commission on the evening of April 2.
- Completed a draft of the Town of Eaton Intergovernmental Chapter and Land Use recommendations.
- Met with Wisconsin Economic Development Corporation (WEDC) staff at the old Mental Health Center to discuss options for the property.
- Field visit of the County Farm property with County staff on May 11.
- Met with City of Green Bay and Advance staff on May 24 regarding the Brown County Farm property.
- Prepared and submitted the quarterly report and financial documentation to the Department of Energy for the EECBG grant.
- Prepared and submitted the quarterly report for the ESA and Shoreland Zone Toolkit to the Wisconsin Coastal Management Program.
- Continued working on the ESA-Shoreland Zone Toolkit funded by a Wisconsin Coastal Management Grant.
- Prepared draft shoreland / ESA maps for each of the Brown County towns.
- Continued researching possible means to convert a former dredge material pipe at the mouth of the Fox River to a fishing pier.
- Facilitated a visioning session for the Brown County Energy Oversight Committee.

- Attended a Fox-Wisconsin Heritage Parkway Board of Directors meeting in Oshkosh on behalf of Brown County.
- Gave a presentation on the Fox-Wisconsin Heritage Parkway to the Environmental Management Business Institute Green Innovations Conference at UWGB.
- Coordinated and attended a meeting on April 23 with the Wisconsin Department of Administration – Division of Housing and area counties regarding the transition of the CDBG-Housing program from a state-administered program to a county consortia-administered program.
- Attended a meeting with the Wisconsin Department of Administration – Division of Housing and area counties regarding a Northeastern Wisconsin housing consortium with Brown County as lead county in Menasha on May 3.
- Met with Brown County Department of Administration regarding the CDBG-Housing program transition on May 11.
- Prepared a draft sample resolution regarding the CDBG-Housing program and distributed it to consortium counties.
- Coordinated with Working Lands Initiative participating municipalities regarding the adoption of the WLI amendments to their local comprehensive plans.
- Attended the Eaton Town Board meeting on the evening of April 9 for the Working Lands Initiative amendment to the Town's existing comprehensive plan.
- Completed a draft of the Brown County Farmland Preservation Plan and submitted it to DATCP for preliminary review.
- Worked with the Senior Planner to develop an expedited minor ESA amendment process when the ESA buffer on a recorded plat or CSM is to be reduced to the new ESA buffer requirement.
- Researched the history of a platted drainage easement in the Village of Wrightstown at the request of the Village.
- Researched the present value of rented farmland in Brown County at the request of Brown County Purchasing.
- Prepared year 2013 population projections for Brown County municipalities at the request of Green Bay Metropolitan Sewerage District.
- Provided a series of county-wide population estimates to the City of De Pere for a grant application.
- Developed a database of addresses and street names by elementary school attendance area for the Howard-Suamico School District.
- Presented Brown County Planning Commission services at the Planning, Development & Transportation Committee meeting with local communities at the Brown County Highway shop on the evening of May 21.
- Prepared and distributed the public hearing notice for the Brown County Comprehensive Plan amendment for the Wisconsin Working Lands Initiative.
- Prepared materials regarding the CDBG-ED grant for Marquis Yachts as requested by WEDC.
- Assisted 54 members of public or local units of government with specific planning, land division, or zoning related questions during the months of April and May.

The recent major planning activities of Peter Schleinz, Senior Planner:

- Began review of 12 new certified survey maps (CSMs). Completed review of 20 CSMs.
- Completed review of one plat pre-consultation, two preliminary subdivision plats, and one final subdivision plat.

- Responded to one private and six public Water Quality Letter requests.
- Completed one environmentally sensitive area (ESA) amendment.
- Completed one sewer service area (SSA) amendment.
- A Village of Hobart amendment to add 196.0 acres of SSA in two areas was petitioned to allow future development of the Centennial Centre Business Park and an area near Packerland Drive for commercial and residential uses. BCPC staff also recommended that an additional 97.4 acres of STH 29 right-of-way in Hobart and Howard be added because of a missing area on the map that, when viewed close up, appeared to be a gap error on the map. BCPC staff recommendation had no impact on acreage allocations for Hobart or Howard.
- A Village of Howard minor ESA amendment to provide an updated ESA line for two residential lots in Baer Creek Estates.
- Developed solutions for ESA and SSA inquiries in the Town of Ledgeview, Town of New Denmark, Town of Pittsfield, Village of Bellevue, Village of Ashwaubenon, Village of Howard, Village of Hobart, Village of Suamico, and City of Green Bay.
- Town of Ledgeview wetland ESA line verification for a commercial property, based on a year 2003 amendment, in Mystery Valley subdivision.
- Town of Ledgeview wetland ESA verification for proposed new residential garage in Mystery Valley subdivision.
- Town of Ledgeview review of permeable pavers proposed to be used within an ESA in Grand Terra subdivision.
- Town of New Denmark waterway navigability determination for parcel ND-183.
- Town of Pittsfield review for a lot line adjustment to correct a property that built with a garage too close to a property line on Pine View Drive.
- Village of Bellevue top of slope and setback review for new house under construction in Bedford Heights subdivision.
- Village of Ashwaubenon ESA review for property proposed to receive retail development on Lombardi Avenue.
- Village of Ashwaubenon advice offered for types of native Wisconsin species of vegetation that may be placed within an ESA buffer in the Riverstone Creek Condominium.
- Village of Ashwaubenon review of a site along Spirit Way where a preliminary wetland determination was performed in the winter before a site plan was developed. BCPC staff joined the WDNR and ACOE on site to review later findings in the spring where the wetland was determined to be much larger and had an impact on site planning work that was already in progress. The WDNR identified a small amount of impacted area that could be mitigated, and BCPC staff identified locations for storm water management systems that could incorporate additional wetland near the storm water system.
- Village of Howard consideration to revise setbacks for a wetland in Bakers Creek First Addition subdivision.
- Village of Hobart review of a property that was proposed to have a large scale lot line adjustment. The proposal exceeded the intent of the lot line adjustment process, but technically was legal. Staff recommended that a combination CSM be used because it would be cost effective to move the line rather than recording a quit claim deed then mapping the site so the property owner would have a clear map of the change.
- Village of Suamico review of potential to adjust ESA lines for additional buildable space in lots that have already been revised in an amendment in the Bay Port Heights subdivision.
- Village of Suamico consideration to revise wetland setbacks for a wetland in Jessicabrooke Estates subdivision.
- Village of Suamico consideration to revise setbacks for a wetland in Wynding Ridge subdivision.

- City of Green Bay waterway navigability determination concerns regarding a waterway located east from Durham Road near the Shorewood Heights 2nd Addition subdivision. The site was determined to be navigable less than two years ago by the WDNR.
- Developed an efficient format for processing and reviewing ESA amendments that are considered Plan Corrections. The process reduces staff review time from two or three weeks down to a maximum of three business days. The review fee was also reduced to \$50 for BCPC plus \$30 for recording with the Register of Deeds office. The burden of review by BCPC staff is reduced because the applicant is preparing documents including an affidavit. The process saves time for both the applicant and BCPC staff.
- Continued the development of an update to the Brown County All-Hazard Mitigation Plan. Updates related to demographics and risk assessment issues. Meetings were held with staff and a subcommittee in April and May. A draft of the plan is proposed to be complete by September 2012.
- Continued the development of a model site plan ordinance for pedestrian and bicycle connectivity. The project is being developed with graphics that will help explain proposed ordinance requirements. The model is being designed for use by communities in the urbanized areas of Brown County.
- Utilized an online format for submitting and filing SSA amendments and ESA amendments with the Bureau of Watershed Management to expedite the review and approval process, saving time and money for staff and property owners.
- Provided planning services and ESA related duties, including advice to inquiries related to potential major and minor ESA amendments, identification of ESA violations, and assisting the public regarding "what is allowed and restricted" within an ESA buffer.
- Provided assistance and information to the general public, surveyors, and local units of government regarding various land divisions, potential developments, and general questions pertaining to the subdivision ordinance and general planning concepts via phone conversations and meetings.

The recent major planning activities of Lisa Conard, Transportation Planner I:

- Completed writing the *2012 Green Bay Metro Annual Route Review and Analysis Report*. All of Metro's full service fixed routes, limited service routes, paratransit program, and other issues were examined.
- Began soliciting projects for inclusion in the *Draft 2013-2017 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*. The TIP is a five-year program of highway transit, elderly and disabled, and transportation enhancement projects. Developed program schedule.
- Reviewed 3rd issue of Green Bay Metro's new *Quick Trip Planner* application and made recommendations for improvement.
- Worked with MPO staff to develop a draft 2010 Green Bay Urbanized Area Boundary and a draft 2045 Planning Boundary. Met with WisDOT Region staff to fine-tune boundaries. Continued to identify urban and rural roadways that may qualify for a functional classification change as a result of modified traffic volume/land use. Began developing justifications for proposed changes.
- Reviewed proposed federal and state legislation that may affect funding levels for Brown County, urban area municipalities, and Green Bay Metro.
- Reviewed Green Bay Metro paratransit program boundary as a result of a minor fixed route service change.
- Consulted and/or provided information to Metro staff regarding various service, compliance, and/or other issues.

- Participated in the March 26 and May 3 meetings of the Community Health Action Response Team (CHART) sponsored by the Green Bay Area Chamber of Commerce. The purpose of the group is to address chronic disease risk factors such as inactivity and poor nutrition at the policy, systems, and environmental levels. Completed a written Community Health Assessment and Group Evaluation (CHANGE) associated with the Community At Large portion of the project. More specifically, provided comment regarding *Physical Activity* (pedestrian and bicycle) as it relates to local policy and the environment. Also assisted in writing responses to the *Leadership* portion of the exercise. Met with CHART lead to discuss assessment. Developed a list of sites that may be used for the bike/ped audit to be conducted by the group.
- Compiled planning documents and files related to CTH EA (aka Eastern Arterial, Cottage Road, and Huron Road) in the Village of Bellevue as part of a public records request associated with possible litigation between the village and a plaintiff.
- Participated in the April 11 meeting of the NE WI Regional Access to Transportation Committee. The purpose of the committee is to address issues relating to transportation for low-income populations, the elderly, and persons with disabilities. Emphasis is placed on coordination and funding.
- Participated in the Green Bay Transit Commission meeting on April 18. Presented annual report.

The recent major planning activities of Jeff DuMez, GIS/Land Records Coordinator:

- Continued to assist with the survey indexing project (selected vendor, project kickoff meeting, worked to review project plans, initial install, and testing).
- Continued to move the historic aerial photo project forward (RFP approval from County Board, worked with Purchasing Manager to assemble review team, and initial kickoff meeting).
- Provided follow-up data to the US Census for the boundary annexation survey.
- Assisted with interviewing and hiring interns.
- Provided several new 911 "Geo" data refreshes to Public Safety.
- Met with Emergency Management Coordinator, DNR wardens, Esri, and others to discuss coordination between DNR needs related to GIS and emergency management.
- Completed and sent in application for Land Information Training & Education Grant (\$300).
- Met with Emergency Management Coordinator and WPS to review the county's 'critical infrastructure' data.
- Met with Health Department staff to discuss facility management planning; initiated a project to map out existing customers, wells, complaint locations, etc.
- Attended a "PINtegrity" webinar with Register of Deeds staff.
- Attended the Great Lakes Coastal Study Technical Workshop on May 9 at NWTC.
- Assisted Austin Straubel Airport Director with a question on a property.
- Created large custom map for the District Attorney.
- Created custom map for UW-Extension.
- Provided assistance with cellular tower locations for Public Safety & Communications.
- Modified the Health Inspector online map application.
- Created a custom map for the Port & Solid Waste Department.
- Continued to build FTP site to enable customers to download data and help themselves to various datasets.
- Reorganized the GIS file server (moved from Q: to K: and reset file paths).

- Automated the reconcile-post process on the GIS server for v3 to ensure that people's edits will automatically show up on the GIS web site the next day.
- Provided property data to Dyckesville Sanitary District for parcels within their district in Brown County.
- Assisted the Zoo staff with location data for the proposed ZIP line.
- Provided GIS data and maps to various customers including US Department of Agriculture, CoreLogic, Intrado, AT&T, WireData, QCoherent, Rettler Corporation, City of Kaukauna, and others.
- Assisted various municipalities with other GIS needs (Allouez, Bellevue, De Pere, Hobart, Pittsfield, Scott, Ashwaubenon, and others).
- Attended and presented at a WLIA meeting in Minocqua May 17-18.
- Assisted WLIA Committee in assembling parcels statewide.
- Assisted other people with miscellaneous service, data, and training requests.
- Attended staff meetings as needed.

The recent major planning activities of Dan Teaters, Planner I (GIS/Transportation):

- Worked with Google Transit to remove the Green Bay Metro bus data from Google to reduce confusion with Green Bay Metro's new bus route trip planner.
- Worked with MPO staff to compile comments to provide to Green Bay Metro regarding the testing of the new bus route trip planner.
- Put together paperwork for the summer intern positions.
 - Worked with the Human Resources Department to post positions and distributed positions to all UW schools.
- Began work on updating the Metropolitan Green Bay Brown County Street Map in preparation for the student interns arrival.
- Assigned addresses as requested.
- Reviewed and updated bus stop data in GIS.
- Continued work on the STP Urban 3D renderings for use in the model ordinance.
- Created maps for the Village of Allouez for local trails.
- Finished work on the Ledgeview Comp Plan maps.
- Began working to update the street centerline dataset in GIS. All intersections that are constructed as a roundabout have been updated to reflect the correct intersection traffic patterns which will help in future routing analysis.
- Downloaded and reviewed data from the Census Bureau to determine the new Green Bay Urbanized Area and the new MPO Planning Area Boundary.
- Gathered data and created maps for the Green Bay MPO Congestion Management Process.
- Participated in the regular staff meetings held every other Thursday morning.
- Participated in the Draft STP Urban Ordinance review meeting on May 11.
- Attended a meeting with WisDOT to discuss the preliminary Urbanized Area and the MPO Planning Area Boundary.
- Attended the Fox Cities Greenways Conference on May 17.
- Held intern interviews on April 25 and April 27.

PORT AND SOLID WASTE DEPARTMENT



2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN

INTERIM PORT & SOLID WASTE DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **June 18, 2012** at the Brown County Materials Recycling Facility, 2561 S. Broadway, Green Bay, WI

1. Call to Order

The meeting was called to order at 1:42 pm.

2. Roll Call

Present: John Katers, Chair
Ray Kopish
Mark Vanden Busch
John Kennedy
Mike Van Lanen
Bud Harris

Excused: Norb Dantine
Mike Fleck
Lisa Bauer-Lotto

Also Present: Dean Haen, Brown County P&SW
Chad Doverspike, Brown County P&SW
Mark Walter, Brown County P&SW
Chris Anderson, Foth

3. Approval/Modification – Meeting Agenda

A motion to approve the modification to the agenda was made by Ray Kopish and seconded by Mike Van Lanen. Unanimously approved.

4. Approval/Modification – Meeting Minutes of May 21, 2012

A motion to approve the minutes of May 21, 2012 was made by John Kennedy and seconded by John Katers. Unanimously approved.

5. 2012 Solid Waste Strategic Plan Goals and Objectives - *Request for Approval*

Mark Walter reviewed the Strategic Solid Waste Management Plan draft for approval that has been reviewed by a number of people throughout the county, our agency, and our colleagues at the BOW for comments. This is our first strategic plan. The plan covers who we are, where we came from and provides direction for the future through a set of goals and objectives. An overview of each area of the Solid Waste department is included noting we are a Solid Waste operation covering a Solid Waste Transfer Station, Recycling, and Household hazardous Waste. Background on our various divisions is also included as is a broad summary of what our finances are like, what kind of revenues and expenses we have, relative to last year. Where we are going into the future and how some of our revenues and expenses are generated.

John Katers requested that the budget chart be modified to show "Actual 2011" and "Budgeted 2012" instead of Year-to-Date 2011.

The plan includes the adopted mission statement and vision statement that were reviewed and approved at the March meeting. Then it moves into our strategic issues, the discussion of what you have seen before. Bud Harris commented on a number of changes to the text. Mark Walter noted he used the Port's Strategic Plan as a template to make sure that the Solid Waste strategic plan is consistent in style and structure within the department. Not included in this document is a copy of the actual SWOT analysis that was done by Planning Department. It is a separate appendix. Goals and objectives were distributed at the last meeting and subsequently prioritized by the Board and staff. The highest priorities are in bold. The higher priority objectives are anticipated to be completed within the next one to two years, medium priority within the next five, and lower priorities after five years. The timeframe in the plan will be used to develop an action plan that will be revisited annually. The number one, highest priority was negotiating municipal and private Solid Waste management services agreements. Dean Haen noted that whatever is approved by the Solid Waste Board would go to Planning, Development & Transportation Committee and then the County Board, either of which could amend it. PD&T is in June and County Board is in July (20th or 28th). Annually in June we will come back to revisit this with an operating plan. Revisions to the strategic plan will be every 5 years; items will be removed that have been accomplished and new developments that need to be addressed will be added.

A motion to approve was made by Bud Harris and seconded by Mike Van Lanen. Unanimously approved.

6. Solid Waste Management Services Agreement- *Brief Update*

Dean Haen and staff have spent time since last month meeting with municipalities and working their attorney's. Municipal staff and Brown County sat down a couple weeks ago and agreed that the agreements with the eight urban communities is 99% complete, although the municipalities said they are not willing to sign the Solid Waste Management Services Agreement unless Addendum 2 with Oneida Energy Inc. was included. The municipalities would like us to have a deal done with Oneida before they sign. Brown County coordinated a meeting with Oneida June 11th and the meeting was productive, but

follow-up has been lacking. Haen is regularly reaching out to Oneida Energy, Inc. and is hoping progress will begin.

The municipal agreement is 99% done, both Michael Best & Friedrich LLP and Brown County Corporation Counsel have reviewed it. Staff will modify the municipal agreement into private agreement to offer to private companies. If we roll out our budget in July, Planning & Development in August, we can have enough time to meet with municipalities and private companies in order for them to sign agreements by January 1, 2013.

7. 2013 Budget

Haen is proposing to create a financial incentive for customer to sign long-term solid waste agreements with Brown County. Staff is proposing to keep the tipping fees flat or potentially even lower to create an incentive to sign the agreement, while customers not under a long-term contract would be subject to higher fees as part of a multi-tiered tipping fee systems. Solid Waste Board passed the ability to have a \$5 range of tipping fees. Staff will be proposing a multi-tiered tipping fee during the budget meeting. There will be a gate rate, contracted rate, and then preferred customers. The incentive is to get contracted municipalities with a one year contract to sign a preferred contract so that they will commit to Brown County for 10 years.

Discussion ensued about the hauling cost savings to Outagamie Co. vs. Winnebago Co. LF. Staff indicated that the entire \$5 tiered system is not recommended at this time, we don't want to create a financial hardship for anyone in those tiers. The recommendation would be to gradually get to that \$5 spread. Staff will evaluate and come up with some different scenarios trying to create that incentive. The lower we can put the preferred rate, the greater we can make the tipping fee spread. That is thought for the Solid Waste Agreement rolled into the budget as we are planning. Our expenses are the savings from Outagamie County, other expenses are going to be pretty flat. Recycling revenue is less than last year but most likely going to continue. The plan is to remove the HHW subsidy from the landfill tipping fee and place in the recycling budget. Staff is trying to keep pushing HHW to be more self-sustained. If the recycling revenue decreases the HHW subsidy will have to be paid out of the landfill tip fee.

There have been no updates on Green Box's solid waste processing license and lease. Staff will keep the board updated on this issue.

Future budget timelines will still be the same with Harbor Commission in the morning and Solid Waste Board in the afternoon of July 23rd.

8. Pilot Leachate Recirculation- Update

The DNR sent Brown County a draft approval for Phase II of Leachate Recirculation at the East Landfill. Phase II includes 30 different leachate injection locations. A Map was included in the agenda packet. The north side of the landfill is capped with clay and the south end is capped with synthetic liner and clay. In order to receive approval WDNR asked Brown County to install a head detector in sequence 7. The head detector is a piezometer that measures water elevations and water depth in the landfill. There are several other head detectors currently in the north end of the landfill. WDNR also required

Brown County to install pressure monitoring probes. One probe in each of the three locations. An upper probe 1/3 of the way down and a lower probe 2/3 of the way down. Estimates for the probes are \$25,000 to \$30,000.

There was discussion on how Leachate Recirculation may help educate us for the South Landfill and on the map provided on the leachate preferential flow patterns experienced in Phase I in 2011. This helped identify locations for Phase II Recirculation.

Discussion ensued about having Foth talk to the DNR before putting together the request. Brown County and Foth discussed the submittal with WDNR prior to the submittal.

9. Director's Report-

Port & Solid Waste has a new employee, Jodi Meyer, who is a 0.63% full-time employee.

Thursday June 21 is our 1st Annual Stakeholders meeting. The Intent is to provide an opportunity for networking, fostering relationships and keeping our system strong, as well as providing an educational opportunity. We are going to have a discussion on Compressed Natural Gas (CNG) fleet and what that means to the solid waste industry. 60% to 80% of garbage trucks are now CNG engines. Brown County is not using the gas at the West Landfill which maybe an opportunity to work together. Brent Miller, Brown County Director of Administration, will do the welcoming.

Andrew and Karen Hoffman, have property immediately adjacent to our south landfill. They bought the property for \$50,000 and were interested in selling to Brown County. If purchased the parcel would be taken out of property value protection plan, it would also reduce payments to the town of Holland that would be distributed back to this property owner by approximately \$90,000 over the active site life of the landfill. Hoffman got an appraisal which it came back at \$410,000. Staff made a verbal offer at \$175,000 and that doesn't interest them. The Hoffman's sent an email to Brown County identifying a LLC that will hold the parcel in trust until we open the landfill and sell to get the property value protection.

Landfill Reductions and Recycling started a business across the road from our transfer station to recycle construction and demolition waste. Their sorting facility is in Outagamie County approximately 2-3 miles away from the Outagamie landfill. Brown County has discussed delivering construction and demolition material to them for \$22/ton.

Friday (06/15/12) the approval passed to the final reviewer, hoping by the end of this week we will have the approval to start recycling residential asphalt shingles. The contractors have already done some preliminary work by bringing in 2x4 concrete blocks and they have made the retaining walls

10. Such other Matters as Authorized by Law

Chairmen Katers asked about filling the board seat vacated by Mike Fleck? Staff indicated that the seat has to be filled by a County Board Supervisor. County Executive Troy Streckenbach is reaching out to Urban, non-Green Bay, Supervisors to fill the board seat.

11. Adjourn

A motion to adjourn meeting was made by Bud Harris and seconded by Ray Kopish.
Unanimously approved.

Meeting adjourned at 2.43 p.m.

John Katers, Chair
Solid Waste Board

Dean Haen, Interim Director
Port & Solid Waste Department